

# Meeting Minutes

## Burgess-Peterson Academy

Date: **August 28, 2025**

Time: **6:00 PM**

[Recording Link](#)

I. Call to order: **6:05 PM**

II. Roll Call

Role	Name (or Vacant)	Present or Absent
Principal	Dr. Holly Brookins	Present
Parent/Guardian	Ed Cruz	Present
Parent/Guardian	Amy Salter	Present
Parent/Guardian	Melanie Williams	Present
Instructional Staff	Morgan King Ray	Present
Instructional Staff	Jordan Lingenfelter	Present
Instructional Staff	Lidra West	Present
Community Member	Ali Wilson	Present
Community Member	Chameka Batiste	Absent
Swing Seat	Tanasha Mahone	Present

Quorum Established: **Yes**

III. Action Items

- A. **Approval of Agenda:** Motion made by: **A. Wilson**; Seconded by: **M. Williams**  
**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion Passes**

B. **Fill Open Community Member Seat:**

<b>Open Position:</b>	Community Member
<b>Nominee's Name:</b>	Chameka Batiste

C. **Fill Open Swing Member Seat:**

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<b>Open Position:</b>	<b>Swing Member</b>
<b>Appointee's Name:</b>	Tanasha Mahone

- D. **Approval of Previous Minutes:** *List any amendments to the minutes: none*  
 Motion made by: [M. King Ray](#); Seconded by: [J. Lingenfelter](#)  
**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson  
**Members Opposing:** 0  
**Members Abstaining:** 0  
**Motion** [Passes](#)

E. **Election of Officers and Representatives**

i. **Chair: Result:** [Morgan King Ray](#)

<b>Officer Position:</b>	<b>Chair</b>
<b>Nominee Name</b>	GO Team Members <b>In favor</b> of Nominee
<b>Morgan King Ray</b>	M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

GO Team Members who **ABSTAINED** from voting:

ii. **Vice Chair: Result:** [Ed Cruz](#)

<b>Officer Position:</b>	<b>Vice Chair</b>
<b>Nominee Name</b>	GO Team Members <b>In favor</b> of Nominee
<b>Ed Cruz</b>	M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

GO Team Members who **ABSTAINED** from voting: None

iii. **Secretary: Result:** [Ali Wilson](#)

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<b>Officer Position:</b>	<b>Secretary</b>
<b>Nominee Name</b>	GO Team Members <b>In favor</b> of Nominee
<b>Ali Wilson</b>	M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

GO Team Members who **ABSTAINED** from voting: None

**iv. Cluster Representative: Result: Amy Salter**

<b>Officer Position:</b>	<b>Cluster-Representative</b>
<b>Nominee Name</b>	GO Team Members <b>In favor</b> of Nominee
<b>Melanie Williams</b>	M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

GO Team Members who **ABSTAINED** from voting: None

**F. Review and Approve Public Comment Protocol**

The Burgess-Peterson Academy GO Team values input from students, staff, parents, and community members. Each meeting will include time for public comment. To participate, you may choose one of the following options:

1. Join the GO Team meeting on Zoom between 6:10 - 6:30 PM to make a public comment to the GO Team. Community members will be given up to 2 minutes to speak during which the team will listen, but not respond.
2. If you are unable to attend the meeting, you can also submit a written public comment through the sign-up form, and it will be read to the GO Team during the meeting.

All individuals interested in providing public comment must complete the [Public Comment Sign-Up Form](#).

Motion made by: **M. Williams**; Seconded by: **J. Lingenfelter**

**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes**

## G. Set GO Team Meeting Calendar

	Date	Time	Virtual or Hybrid	Time for Public Comment? (Yes/No)
1	9/18/25	6:00 PM	Virtual	Yes
2	10/9/25	6:00 PM	Virtual	Yes
3	11/20/25	6:00 PM	Virtual	Yes
4	1/29/26	6:00 PM	Virtual	Yes
5	2/12/26	6:00 PM	Virtual	Yes
6	3/12/26	6:00 PM	Virtual	Yes
7	5/14/26	6:00 PM	Virtual	Yes

Motion made by: [A. Wilson](#); Seconded by: [M. King Ray](#)

**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes**

## H. Review, Confirm/Update, and Adopt GO Team Meeting Norms

This is a meeting of the GO Team. Only members of the team may participate in the discussion. Any members of the public present are here to quietly observe.

- We will be fully present.
- We will follow the agenda as noticed to the public and stay on task.
- We will be respectful of each other at all times.
- We will be open-minded.
- We invite and welcome contributions of every member and listen to each other.
- We will respect all ideas and assume good intentions.
- We will approach differences of opinion with curiosity

Motion made by: [E. Cruz](#); Seconded by: [M. Williams](#)

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**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes**

### I. Approve Usage of Reserve Funds

The team discussed the allocation of approximately \$130,000 in reserve funds, pending official release. Dr. Brookins proposed using the funds for a permanent building substitute, an hourly family engagement liaison, custodian overtime, additional ELA training, and materials and supplies. The group agreed to allocate \$20,000 for a potential teacher tutor, with the remainder going to materials and supplies.

Motion made by: **M. King Ray**; Seconded by: **T. Mahone**

**Members Approving:** M. Williams, E. Cruz, A. Salter, M. King Ray, J. Lingenfelter, L. West, A. Wilson

**Members Opposing:** 0

**Members Abstaining:** 0

**Motion Passes**

### IV. Discussion Items

#### A. Discussion Item 1: Stakeholder Engagement Exercise

The team focused on brainstorming ways to involve key stakeholders in school decision-making processes

	FAMILIES	STUDENTS	STAFF	COMMUNITY
<b>INFORM</b> What's a fun, unexpected way to keep them in the loop?	Sun Dragon Sentinel - email & Remind Signature Events: Literacy, Math, Culture Fest Facebook PTA Coffee Chats Teacher newsletters	Morning/ Afternoon Announcements Bulletin Boards Morning Meetings IB Ambassadors Classroom Buddies	Friday Notes Staff Meeting Activities Culture Club Videos Social Media for Staff only Updates from GO Team, quarterly review Remind	BPA Marquee ***Quarterly Newsletter - community businesses / East Atlanta Neighborhood group / EABA / Community Event Tent
<b>INPUT</b>	Feedback Form - Post in Sun	Bulletin Board - Guiding	Feedback Form - Link in Friday	Include feedback opportunity with

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What's a meaningful way to gather their ideas or feedback?	Dragon Sentinel  Complete the feedback loop	Question, Use announcements	Notes to form	guiding questions in newsletter - QR code
	Guiding Questions: examples – Focused on belonging in the school community - spaces to belong, etc. What's one thing that would make our school feel more welcoming? If you would be in charge of school clubs, what's one more thing you would add? What is a school event that you've heard about and would love to bring back?			
<b>INVITE</b> How can we bring them into the work, not just the audience?	Signature Events Q1/Q3 Parent-Teacher Conferences Coffee Chats PTA Meetings Invite based on feedback	Principal Advisory Council  IB Ambassadors	Pedagogical Leadership Team GO Team Committees Culture Club Events	GO Team Sponsorship Formal Partnership Community Events - EAV Strut, Wheelbarrow Fest Career Day Involvement

### V. Information Items

#### A. Principal's Update:

- i. **Communication:** Dr. Brookins discussed expanded communication beyond Remind and Facebook to include email newsletters and emphasized verifying the enrollment of recipients.
- ii. **School Safety:** Positive impact noted from the new school resource officer, Officer Lee, who has improved traffic flow and overall safety.
- iii. **Personal Electronic Devices:** New APS Policy - Phones must be kept away during the school day, with exceptions for emergencies as noted by staff.

- B. Facilities Update:** Discussed APS's comprehensive facilities master plan, aimed at aligning school buildings with enrollment and strategic goals. Options under consideration include addressing overcrowding and under-enrollment through consolidations and repurposing schools.

### VI. Announcements - Upcoming G3 summit announced and reminder given about GO Team orientation requirements.

### VII. Adjournment

Motion made by: **M. Williams**; Seconded by: **A. Rodgers**

**Members Approving:** **M. Williams**, **E. Cruz**, **L. Hsaio**, **Marlene Gannaway**, **M. King Ray**, **J. Lingenfelter**, **A. Wilson**, **A. Rodgers**

**Members Opposing:**

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Members Abstaining:

Motion Passes

**ADJOURNED AT 7:34 PM**

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**Minutes Taken By:** Morgan King Ray

**Position:** GO Team Chair

**Date Approved:** 9/18/2025